



What is PAVE?

PAVE™ (Presorting Accuracy Validation and Evaluation) is a software certification program that sets the standard of excellence for presort software products. The USPS® (United States Postal Service®) began analyzing presort software products in 1994 to determine their mail sorting accuracy based on the *Domestic Mail Manual* (DMM) standards. Software products that successfully complete the PAVE testing process are granted PAVE certification.

Who is eligible for PAVE certification?

PAVE is a developer-level certification program. Testing is available to all companies that produce presort software regardless of whether the product is available for sale to the general public or is intended for in-house use. Users are not required to certify individually. If you develop your own presort software and are interested in PAVE certification, contact the National Customer Support Center (NCSC) at 800-238-3150 to request a copy of the PAVE Technical Guide.

What if I am not a software developer?

Presort software and presort services are available for purchase from many companies in the mailing industry. The NCSC maintains a list of presort software products that are PAVE-certified: the PAVE Certified Software Developers List. Each product's listing includes sales contact information and indicates the certified presort categories and options supported. Hardware, software platforms, and price range are indicated when appropriate. The list is available in hardcopy from the NCSC upon request and online at <http://ribbs.usps.gov/files/pave/pubs>.

Am I required to use PAVE-certified software?

According to the regulations set forth in the DMM, PAVE-certified software is required only for the SCF and ASF/BMC package reallocation sortations within DMM M045, and the advanced presort options for flats referenced under M920, M930, and M940. For all other sortation routines, you have the option of using PAVE-certified software or producing standardized documentation.

What is Standardized Documentation?

DMM P012 contains the specific guidelines for standardized documentation, also known as the USPS Qualification Report. This report provides the mail acceptance clerk with a complete breakdown of your mailing, including piece counts by rate, supporting the claims on the postage statement(s) that accompanies the mailing. The USPS Qualification Report allows efficient verification of your mailing by the acceptance clerk.

Why should I use PAVE-certified software?

PAVE™-certified software products produce the standardized documentation (i.e., USPS® Qualification Report) that is required for each of your mailings. Many PAVE-certified products also provide the convenience of tray/sack tags, postage statement facsimiles, and other useful tracking reports. By using PAVE-certified software properly, you are assured that the software is capable of producing a valid presorted mailing.

I already use CASS certified software. Isn't it the same as PAVE?

No. CASS™ (Coding Accuracy Support System) -Certified software is used for the purpose of address matching. PAVE-certified software is used to presort your mailing list based on current mailing requirements, if applicable, for the presort of your mail.

How often should I process my list through PAVE-certified software?

Your list is not “processed” through PAVE in the same manner as it is processed through CASS. You should use PAVE-Certified software to presort your list each time you prepare a mailing to produce the standardized documentation that is required for presorted mailings.

Do I need to present a PAVE certificate with my mailing?

You should present only the standardized documentation and your postage statement with your mailing. Acceptance personnel can monitor certified products by consulting the PAVE Certified Software Developers List online at <http://ribbs.usps.gov/files/pave/pubs>.

How long is PAVE certification valid?

Each year the USPS conducts a testing cycle for PAVE certification. Each certification is valid only for the current cycle for which it is granted. The traditional cycle is based on the calendar year, with certifications expiring on December 31. Occasional changes in mailing requirements, such as the implementation of a Rate Case, may sometimes result in changes in the cycle calendar.

If a product is PAVE-certified, is it certified for every kind of presort?

All presorting products differ in some way. During each testing cycle, the USPS examines a number of different presort scenarios, and each developer chooses the tests in which they will participate. The PAVE-certified Products List details each specific presort category that the product has successfully completed. For example, if you mail First-Class Automation Letters, you should check the list to ensure that the product about which you are inquiring is certified for First-Class Automation Letter mail. Check with your developer and ask to see the official PAVE certificate awarded to the product, which reflects each specific presort category for which the product is certified.

Must I purchase PAVE-certified software?

There are several service bureaus that will presort your mailing list with a PAVE™-certified product for a fee. Check the PAVE Certified Software Developers List or your local Yellow Pages for these companies. You also have the option of generating the standardized documentation yourself.

Is the software expensive?

The PAVE Certified Software Developers List includes a variety of products available in a wide spectrum of price ranges and platforms. You may contact the developers directly to learn more details about any listed products in which you are interested.

Does PAVE guarantee acceptance of my mail?

The purpose of PAVE is to improve the accuracy of presorted mailings, thereby improving the flow of your mail. Because even the best software can be used improperly, mailings prepared with PAVE-certified software are still subject to routine verification to confirm rates claimed.

How do I find out more about PAVE-certified software products?

The PAVE Certified Software Developers List is available in hard copy through the NCSC or electronically through the RIBBS Web site at <http://ribbs.usps.gov/files/pave/pubs>. Each product listed includes a contact name, address, phone number, and specific valid presort categories. The list is grouped by type of developer, platform (where applicable), and corresponding reports. Most product listings also include a price range. Please keep in mind that the price ranges are for quick reference purposes only; contact the developer directly for specifics concerning their product.

What if a presort software product is not listed on the official list?

The PAVE Certified Software Developers List is updated frequently as we receive requests from developers to test their presort products. Check the United States Postal Service® Web site for the most current list, or ask your developer for a copy of the PAVE certificate awarded for their product.

Who should I contact if I have more questions?

If you have additional questions concerning standardized documentation or the presorting of your mail, contact your local business mail acceptance office. Ask your Post Office for the locations nearest you. For questions concerning PAVE testing and certification, contact the PAVE Certification Department at the NCSC at 800-238-3150.

PAVE CERTIFICATION
NATIONAL CUSTOMER SUPPORT CENTER
UNITED STATES POSTAL SERVICE
6060 PRIMACY PKWY STE 201
MEMPHIS TN 38118-0001
(800) 238-3150
FAX (901) 821-6206